

**1997 DATA INPUT SHEET FOR THE 403(B)
APPEALS & CATCH-UP PROCESS**
(PLEASE PRINT ALL INFORMATION CLEARLY)

Last Name	First Name	E-mail Address
Social Security Number	Work Phone	Z Number

PLEASE ATTACH COPIES OF YOUR MAC STATEMENT AND DATA ELEMENTS USED IN THE CALCULATION (AVAILABLE BEGINNING APRIL 14, 1997, BY CALLING AT YOUR SERVICE AT 1-800-888-8267).

_____ My UC Maximum Contribution Limit is zero due to an incorrect data element
(Please indicate which element is incorrect)

_____ Incorrect 1997 Gross UC salary: Should be _____
_____ Incorrect years of University Employment: Should be _____
_____ Incorrect Appointment Rate: Should be _____
_____ Other. Please give details _____

_____ I would like LANL benefits to calculate my 15 year catch up contribution if I have 15 full years of UC employment as of December 31, 1996, and my salary is greater than \$47,500 per year.

I understand that the LANL Benefits office will complete a 403(b) worksheet and/or my 15 year catch up calculation based on the available data. I will review the worksheets and forms for completeness and accuracy.

Employee Signature	Date
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Please submit to the LANL Benefits Office by fax at 665-7222 or 665-2156, or by inter-office mail at MS P280.

FOR BENEFITS OFFICE USE ONLY

_____ 1997 Catch-Up Amount _____
_____ Revised MAC* _____
_____ Alternative Election _____

*subject to UC approval

Benefits Representative	Date
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All appeals must be submitted to UC Benefits by October 31, 1997.